

BENJAMIN J. CAYETANO  
GOVERNOR



**STATE OF HAWAII**  
**HAWAII EMPLOYER-UNION HEALTH BENEFITS TRUST FUND**  
P.O. BOX 150  
HONOLULU, HAWAII 96810-0150

**EMPLOYER TRUSTEES**  
SAM A. CALLEJO, CHAIR  
AUDREY HIDANO, VICE CHAIR  
KATHRYN S. MATAYOSHI  
NEAL MIYAHIRA  
DAVIS K. YOGI

**EMPLOYEE-BENEFICIARY TRUSTEES**  
JOAN LEWIS  
WILLARD MIYAKE  
CLIFFORD T. UWAIN  
JAMES WILLIAMS, SECRETARY-TREASURER  
JAMES H. YASUDA

February 26, 2002

Ms. Cheryl K. Okuma-Sepe, Director  
Department of Human Resources  
City and County of Honolulu  
715 South King Street, Suite 550  
Honolulu, Hawaii 96813

Dear Ms. Okuma-Sepe:

The Board of Trustees thanks you for submitting your comments on the Board's operating procedures.

Please be informed that the Board discussed the rotation of officers effective July 1, 2002 in preparing its draft procedures for consultation. The rotation of July 1, 2002 was made consciously for the purpose of insuring continuity in leadership when there is transition to a new elected Governor on December 2, 2002.

The Board also considered your concern about an equitable sharing of power. Again during the Board's early discussions on this matter, the Board decided that one side should occupy the Chair and Vice Chair in order to maintain the continuity of the agenda. The balance of power is ensured when the other side serves as Board secretary/treasurer. One-year rotations were agreed to in the Board's operating procedures to further insure that there is fairness and equity in power and in achieving the responsibility of the Board.

Thank you for your comments in this matter.

Aloha,

SAM CALLEJO  
Chairperson  
Hawaii Employer-Union Health Benefits Trust Fund

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February 26, 2002

Mr. Wallace G. Rezentes, Sr., Administrative Assistant  
Office of the Mayor  
County of Kauai  
Mo'ikeha Building  
4444 Rice Street, Suite 235  
Lihue, Hawaii 96766

Dear Mr. Rezentes:

The Board of Trustees thanks you for submitting your comments on the Board's operating procedures.

The Board appreciates your concern that Board committees be comprised of equal numbers of members from each side and has made amendments to the Board's operating procedures to insure that the committees are equally represented, regardless of size.

Thank you for your comments.

Aloha,

SAM CALLEJO  
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February 26, 2002

Mr. Clayton H. W. Hee, Chairperson  
Office of Hawaiian Affairs  
711 Kapi'olani Boulevard, Suite 500  
Honolulu, Hawai'i 96813

Dear Mr. Hee:

The Board of Trustees thanks you for submitting your kind words of encouragement. The Board's operating procedures was developed in cooperation of both parties and openness to all members concerned.

Thank you for taking the time to respond.

Aloha,

SAM CALLEJO  
Chairperson  
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February 26, 2002

Mr. Russell K. Okata, Executive Director  
Hawaii Government Employees Association  
AFSCME Local 152, AFL-CIO  
P. O. Box 2930  
Honolulu, Hawaii 96802-2930

Dear Mr. Okata:

The Board of Trustees thanks you for submitting your comments on the Board's operating procedures.

Please be informed that the Board considered your concern about recording votes of each board member when there is the Board's vote is not unanimous.

Your comment to record the vote has been adopted by the Board and will be included into the Board's operating procedure.

The Board has also considered your comments regarding extending the time limit for members of the public to speak from 3 minutes to 5 minutes. The Board has amended its operating procedures to permit extending the 3 minute limitation by the Board's chair or at the request of any three trustees.

Thank you for your comments.

Aloha,

SAM CALLEJO  
Chairperson  
Hawaii Employer-Union Health Benefits Trust Fund

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February 26, 2002

Mr. Gary Rodrigues, State Director  
United Public Workers  
1426 N. School Street  
Honolulu, Hawaii 96817

Dear Mr. Rodrigues:

The Board of Trustees thanks you for submitting your comments on the Board's operating procedures.

Please be informed that your questions have been referred to the Board's committee on administration. The committee will address your concerns in the preparation of any policy, procedure or other process for Board consideration regarding responsibility for documentation and recordation of costs and where the records will be stored for retrieval.

Thank you for your comments.

Aloha,

SAM CALLEJO  
Chairperson  
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February 26, 2002

Ms. Jean Y. Aoki, Chairperson  
Retirement Committee  
HSRTA/ORTA  
1212 Punchbowl Street, #2203  
Honolulu, Hawaii 96826

Dear Ms. Aoki:

Thank you for your words of encouragement regarding the Board's operating procedures.

As noted in your comments, the Board is concerned about the appropriate method for each side to reach its decision while still complying with the sunshine law.

By adopting the comments from another employee organization to record the vote of Board members when there is no unanimous decision, the Board continues its commitment to openness in its procedures.

Thank you for your comments.

Aloha,

SAM CALLEJO  
Chairperson  
Hawaii Employer-Union Health Benefits Trust Fund